

## AMENDMENT #3

### SOLICITATION #10069799

The purpose of this amendment 003 is to make the following changes to the Statement of Work:

**DELETE in its entirety:**

2.2.1 **Stage 1: Accessibility Workshops- Perspective of disability types**

**INSERT:**

2.2.1 **Stage 1: Accessibility Workshops- Perspective of disability types**

**2.2.1.1 Stakeholder identification.** In collaboration with the Technical Authority, the Contractor is to identify external stakeholders, and advise on a list of internal stakeholders provided by the Technical Authority, to be participants in engagement activities. Stakeholders are to include a representative sample of:

- ⊖ persons with disabilities (to include both members of the public and public servants, and taking into account the six million Canadians who identify as having a disability and the frequency of disability types among Canadian population);
- ⊖ Canadians;
- ⊖ public servants;
- ⊖ regional perspectives;
- ⊖ PWGSC and client departments;
- ⊖ Suppliers;
- ⊖ industry associations and standards organizations (such as the Canadian General Standards Board, the Standards Council of Canada, CSA Group, etc); and,
- ⊖ non-governmental organizations (NGOs).

The list of external stakeholders must be provided to and approved by the Technical Authority. The Contractor will be responsible for contacting stakeholders, the invitations to attend/participate and tracking participants—which will be shared with the Technical Authority.

**2.2.1.2 Plan and facilitate engagement activities.** The Contractor will propose and conduct a wide arrange of stakeholder engagement activities which at a minimum include a combination of in-person activities (e.g., workshop, panels) and virtual platforms to allow for virtual participation and engage a wide range of stakeholders. The detailed plan must show how the Contractor will plan, organize, and manage the engagement activities, including the logistical requirements, and document the format and processes, e.g. 1/2–day session(s) with on-site and remote participation.

The Contractor shall plan for up to six engagement activities, and must conduct at least three of the proposed activities. Any in-person engagement activities proposed or undertaken must be accompanied by accessible virtual participation.

Engagement activities must accommodate both official languages and must be accessible to persons with disabilities. Materials for the engagement activities must be submitted in advance to the Technical Authority (due date to be determine by the Technical Authority) for review, feedback and approval.

Engagement activities must address category lists, assess the extent to which the goods and services contained within the 29 category groupings create or prevent barriers with respect to the disability groupings. Engagement activities should identify and validate the accessibility requirements that should be included in the technical requirements for the category groups, and

how accessibility standards could address this. Engagement activities should examine the prioritization of the categories.

**2.2.1.3 Reporting.** The Contractor must provide a report on the engagement activities conducted, and outcomes and recommendations related to those engagement activities. The method or format of reporting chosen by the Contractor must be accessible and in compliance with standards that apply to those formats (for example, the European Standard 301 549 for accessible Information and Communication Technology (ICT), clause 10 for non-web Documents).

**All other terms and conditions of the Request for Proposal remain unchanged.**